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Town of Aurora
Committee of the Whole Report
No. PDS24-099

Subject: Request for Increased Capital Budget Authority for Capital Project
S00079 – Water and Wastewater Master Plan

Prepared by: Dan Vink, Municipal Engineer

Department: Planning and Development Services

Date: October 1, 2024

Recommendation

1. That Report No. PDS24-099 be received; and
2. That the total approved budget authority for Capital Project No. S00079 be increased to \$414,800 representing an increase of \$114,800; and
3. That the proposed budget authority increase of \$114,800 for Project No. S00079 be funded by \$57,400 from both water and wastewater development charges.

Executive Summary

The intent of this report is to seek Council's approval of an increase to the previously approved capital budget authority for Capital Project No. S00079, the preparation of a Town wide Water and Wastewater Master Plan.

- The Water and Wastewater Master Plan will provide a long-term strategy for servicing the Town's current and future populations and ensure that the Town continues to provide water and wastewater servicing that is safe, cost-efficient, and reliable. The Water and Wastewater Master Plan currently has an approved budget authority of \$300,000.
- Several factors, including increased inflation rates and increased labour prices have resulted in significant increases to consulting costs.

Background

The Water and Wastewater Master Plan will provide a long-term strategy for servicing the Town's current and future populations and ensure that the Town continues to provide water and wastewater servicing that is safe, cost-efficient, and reliable. The project currently has an approved budget authority of \$300,000.

Capital Project No. S00079, the preparation of a Town wide Water and Wastewater Master Plan (Master Plan), will ensure that the Town's water distribution and sanitary sewer infrastructure continues to support Town growth now and into the future. The Master Plan study will:

- Review the Town's current water and wastewater systems by assessing the age, condition and capacity of existing infrastructure and the Town's water and wastewater models;
- Assess the Town's future growth requirements and provide a strategic vision for water and wastewater servicing over the next 25-year period; and
- Provide recommendations for various site-specific water and wastewater projects to be implemented over the next 25 years.

The Master Plan will be prepared will be prepared in accordance with the Municipal Class Environmental Assessment (Class EA) process.

Analysis

Several factors, including increased inflation rates and increased labour prices have resulted in significant increases to consulting costs

Significant increases in the cost of consulting services have been observed over the past several years due to numerous factors including higher inflation rates and increased price of labour. Consequently, the successful bid as determined through the procurement proposal evaluation process, has exceeded the current approved project budget. This project's updated estimated requirements are summarized in Table 1.

The period of validity (for which Bids are irrevocable) for the RFP, is ninety (90) days from the Bid Closing Date. The RFP closed on August 16, 2024 and the period of validity ends on November 14, 2024.

Table 1: Summary of Estimated Requirements for Capital Project No. S00079

Description	Amount
Approved 2024 Capital Budget Authority (S00079)	\$300,000
Proposed Contract Award (excl. HST)	\$407,553
Non-refundable taxes (1.76%)	\$7,173
Total Remaining Project Requirement (Rounded)	\$114,800

Legal Considerations

Pursuant to the Town's Procurement By-law, Town Staff is authorized to award and execute any related agreement with respect to any procurement, provided that the budget required for such Contract award has been approved by Council. The procurement process with respect to this project yielded a total bid price that was above the approved budget. Consequently, Council approval is required to increase the project budget for staff to be able to award the project to the highest ranking bidder.

Financial Implications

Total budget authority of \$300,000 for Project No. S00079 was included as part of the Town's adopted 2024 capital budget. As outlined above in Table 1, it is anticipated that this project's total requirements will exceed its current approved budget authority by approximately \$114,800. Therefore, it is recommended that this project's total budget authority be increased to \$414,800, representing an increase of \$114,800. Further, it is recommended that the proposed budget authority increase be funded by \$57,400 from both water and wastewater development charges.

Communications Considerations

Staff in partnership with the Town's project consultant will engage the public broadly in the Master Plan process through updates on the Town website and through Public Information Centres as is required through the Class EA study process.

Climate Change Considerations

The Master Plan study will identify priority areas for rehabilitation and capacity constraints that require intervention to improve the overall resilience of the Town's water and wastewater systems. This will result in a reduction of both water loss and unnecessary water and wastewater treatment. There will also be a reduction in emergency repairs and the construction activities and greenhouse gas emissions associated with those repairs.

Link to Strategic Plan

This project supports the Strategic Plan goal of Supporting an Exceptional Quality of Life for All through the following item(s):

- Maintain and expand infrastructure

Alternative(s) to the Recommendation

1. That Council provide direction.

Conclusions

The Water and Wastewater Master Plan will provide a long-term strategy for servicing the Town's current and future populations and ensure that the Town continues to provide water and wastewater servicing that is safe, cost-efficient, and reliable.

It is anticipated that this project's total requirements will exceed its currently approved budget authority of \$300,000 by approximately \$114,800. It is recommended that this project's total budget authority be increased to \$414,800, representing an increase of \$114,800 and that this budget increase be funded by Water and Wastewater development charges.

Attachments

N/A

Previous Reports

N/A

Pre-submission Review

Agenda Management Team review on September 12, 2024

Approvals

Approved by Marco Ramunno, Director, Planning and Development Services

Approved by Doug Nadorozny, Chief Administrative Officer